# Carbon Reduction Plan

## For Ventilation Surveys and Services Ltd

Publish date: June 2025

VSS VENTILATION SURVEYS AND SERVICES

positive planet

# Company Details

Supplier Name: Ventilation Surveys and Services Ltd

Company Registration Number: 07411775

# Our Commitment

Ventilation Surveys and Services is committed to achieving Net Zero emissions by 2045.

This aligns with the NHS's Net Zero supplier roadmap, which aims to achieve a Net Zero value chain by 2045. By aligning with this roadmap, Ventilation Surveys and Services will be able to set aligned reduction targets for categories that are already measured, as well as timeframes for the measurement of remaining categories as the emissions inventory is expanded in step with the milestones laid out by the NHS. Ventilation Surveys and Services already measures beyond the required categories for the current stage of the NHS roadmap.

## What does Net Zero mean in practice?

To achieve Net Zero, Ventilation Surveys and Services will be aiming to reduce emissions in line with the latest science-based targets (SBTs). SBTs are greenhouse gas reduction goals set by organisations; they are defined as "science-based" when they align with the scale of reductions required to limit global temperature increases to 1.5°C compared to pre-industrial temperatures. To achieve Net Zero under this scenario, Ventilation Surveys and Services will need to reduce absolute scope 1 and 2 emissions by 90% from the baseline measurement and achieve scope 3 reductions equating to either 90% absolute reduction or 97% overall reduction for both physical and economic intensity metrics.

Scope 1 emissions: direct greenhouse gas emissions that occur from sources owned or controlled by a company, such as emissions from the combustion of fuels in on-site boilers, furnaces, or vehicles.

Scope 2 emissions: indirect greenhouse gas emissions that result from the generation of purchased electricity, steam or other forms of energy consumed by a company.

Scope 3 emissions: all other indirect greenhouse gas emissions that occur in an organisation's value chain, including emissions from upstream and downstream activities.

# Our Carbon Footprint

## Baseline Emissions Footprint

Baseline emissions are a record of the greenhouse gases that have been produced in the past and were produced prior to the introduction of any strategies to reduce emissions. Baseline emissions are the reference point against which emissions reduction can be measured. The current reporting year (January – December 2024) will serve as the baseline year for Ventilation Surveys and Services.

| Baseline Year: 2024 |
|---|
| The current reporting year (January – December 2024) is the first year that we have measured and reported our carbon footprint and will serve as the baseline year for future measurements.<br><br>As Ventilation Surveys and Services uses the company fleet for upstream distribution activities, emissions have been accounted for under Scope 1 Mobile Combustion, rather than Scope 3 Transportation and Distribution (Upstream).<br><br>Scope 2 Purchased Electricity includes emissions from property and one EV.<br><br>Under the operational control approach applied, emissions from gas and electricity use in the leased office have been accounted for under Scope 1 Stationary Combustion and Scope 2 Purchased Electricity. Emissions from energy use in the managed office and warehousing space have been accounted for in Scope 3 Purchased Goods & Services and Scope 3 Transportation and Distribution (Upstream), respectively, as Ventilation Surveys and Services does not have operational control over the utilities in these buildings. |

| Category | Total ($tCO_2e$) |
|---|---|
| Scope 1 | 333.2 |
| Scope 2* | Market-based: 19.2<br>Location-based: 11.4 |
| Scope 3 including:<br>- Purchased Goods & Services<br>- Capital Goods (of which none)<br>- Fuel & Energy Related Services<br>- Business Travel<br>- Transportation & Distribution (Upstream) | 302.8 |

| | |
|---|---|
| - Transportation & Distribution (Downstream) *(of which none)*<br>- Employee Commuting & Homeworking<br>- Operational Waste & Water<br>- Leased Assets (Upstream & Downstream) *(of which none)*<br>- Franchises & Investments *(of which none)* | |
| Total Emissions* | Market-based: 655.1<br>Location-based: 647.4 |

*Purchased electricity can be measured in two ways. A location-based method reflects the average emissions intensity of grids on which energy consumption occurs (using mostly grid-average emission factor data). A market-based method reflects emissions from electricity that companies have purposefully chosen (or their lack of choice). A market-based method therefore takes into account the purchase of electricity via a verified renewable energy tariff. Net Zero targets are based on a market-based methodology so that the impact of future Scope 2 reduction activities can be measured.

## Carbon Intensity Metrics

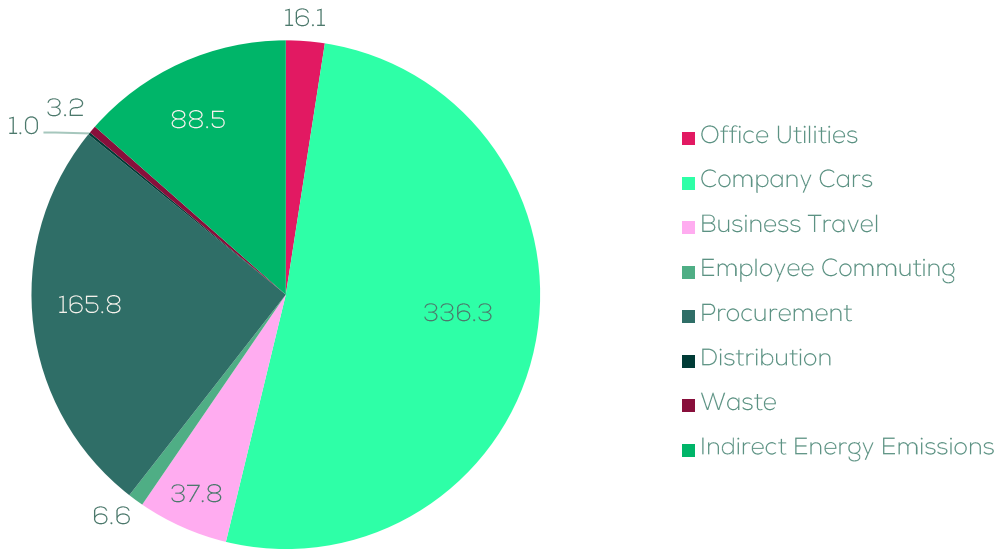
| Baseline year: 2024 | Carbon intensity metric |
|---|---|
| Employees ($tCO_2e$ per FTE) | 8.3 |
| Revenue ($kgCO_2e$ per £) | 92.9 |

Based upon 78.5 FTEs (full-time employee equivalents), and a £7.05 million revenue during the measurement period. A market-based methodology is being used to calculate our intensity metrics.

# Current Emissions Reporting

The baseline year is the most recent emissions measurement for Ventilation Surveys and Services, as reported above. Future reporting years will report emissions and analyse changes between years.

## Carbon Emissions Breakdown ($tCO_2e$)



# Carbon Reduction

SBTi recommends that organisations commit to near-term targets (that cover a minimum of 5 years/maximum of 10 years from each point of review), as well as long-term targets.

## Our near-term targets:

- Reduce scope 1 emissions by 22.5% by 2030, representative of the 4.5% linear annual reduction required to achieve Net Zero by 2045.
- Procure 100% renewable electricity by 2026, achieving zero market-based scope 2 emissions.
- Reduce scope 3 intensity metrics by 62% by 2030, representative of 15% annual compound reduction required to achieve Net Zero by 2045.

## Our long-term targets:

- Reduce scope 1 and market-based scope 2 emissions by at least 90% by 2050.
- Reduce scope 3 economic and physical intensity by 97%, or absolute scope 3 emissions by 90%, by 2045.
- Neutralise any residual emissions using verified carbon offsets.

## Progress

There are no previous existing carbon emission reduction targets against which to report progress. Future reporting years will report emissions and analyse changes between years.

## Completed Carbon Reduction Initiatives

The following emissions management measures and projects have been completed or implemented.

| Activity | Completion Date | Scope |
|---|---|---|
| Commit to measuring carbon footprint of business activities year on year to gain an understanding of pinch points and regularly be making efficient and direct improvements to reduce these emissions.<br>Appointed Positive Planet to support with calculating baseline carbon footprint and reduction recommendations. | 2024 | 1, 2, 3 |
| Environmental management measures are in place at our Liverpool site:<br>• LED lighting<br>• PIR lighting controls in passthrough zones<br>• HVAC heating/cooling systems | Var. | 1, 2 |
| Ventilation Surveys and Services has had a Sustainability Policy in place since 2020, this is reviewed annually at board level and will be further supported by this reduction plan and the actions within. | 2020 | 1, 2, 3 |
| Ventilation Surveys and Services' fleet already consists of two electric cars and one electric van, with further fleet electrification being actively considered for vehicles soon to reach renewal.<br>To address emissions from the fleet all company cars are planned to be replaced with fully electric vehicles upon lease maturation in the next year. | 2024 | 1, 2 |

## Future Carbon Reduction Plans

We are committing to action the following emissions management measures and projects in line with our Net Zero targets. While the below actions pertain to energy consumption within the Brunswick office, where we have control of utilities and refurbishment, they are also relevant to other managed premises we occupy and we will continue to discuss opportunities to improve energy efficiency with landlords.

| Activity No. | Activity | Target Date | Category |
|---|---|---|---|
| 1 | Currently **market-based** emissions are higher than location-based emissions from the grid average, because of a low share of renewable energy generation in the current tariff (10.8%).<br><br>To address this the procurement of a 100% renewable electricity tariff when the current contract comes up for renewal in June 2025 is being strongly considered. This will reduce **market-based** emissions from the office to 0 $tCO_2e$. | 2025 | Purchased Electricity |
| 2 | Total **location-based** electricity emissions (National Grid energy mix) will still be 11.4 $tCO_2e$ despite any changes to tariffs procured, so there is an opportunity to reduce energy use.<br><br>We will actively encourage energy-saving behaviours among staff to reduce heat and electricity demand. This will include implementing behaviour change initiatives within the workplace, including clear messaging for turning off lights, monitors, computers and other electrical appliances where appropriate.<br><br>Assigning roles and responsibilities to Green Team members once established will allow for high-level monitoring of energy use, adherence to energy saving guidance and identification of savings and pinch point opportunities. | 2025 & *onward* | Stationary Combustion, Purchased Electricity |

| | | | |
|---|---|---|---|
| 3 | Implement low-cost energy efficiency measures to reduce the overall amount of energy consumed at sites. Examples of reduction measures include:<br>- reducing the boiler temperature and aligning active heating times with office schedules.<br>- adding heat & solar control reflective window sheets to windows<br>- introducing more PIR sensor lighting or aligning on/off times with working schedules.<br>- installing timers on sockets/equipment to reduce passive standby consumption<br>- reviewing and renewing inefficient equipment (when at end of life), and actively considering the energy efficiency of equipment when new purchases are required (e.g. laptops, monitors, fridges, dishwashers).<br><br>*Target for review of opportunities not completion of suggestions.* | 2025 | Stationary Combustion, Purchased Electricity |
| 4 | Consider installing on-site renewable energy generation technologies such as solar PV panels, solar heating, and/or heat pumps (following an energy audit to assess feasibility and payback periods) to generate 100% of heating and energy demand.<br><br>Alternatively, encourage the landlord to do the above or consider moving site to premises with no gas boilers and renewable generation technology on site. | 2030 | Stationary Combustion, Purchased Electricity |

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|---|---|---|---|
| 5 | The current fleet consists of ~40 combustion engine vans, 3 combustion engine cars, 2 electric cars and 1 electric van.<br><br>A review of company vans will further support established fleet electrification efforts – outlining a strategy for further electrification by:<br>- Determining which vehicles to electrify first, dependent on:<br>  o which vehicles are used most<br>  o which vehicles are most polluting<br>  o which vehicles are closest to end of life<br>- Identifying solutions for the electrification of different vehicles.<br>- Assessing if the timeframe for vehicle electrification aligns with pace of Scope 1 reduction targets.<br><br>*Target for creation not completion of strategy.* | 2025 | Mobile Combustion, Purchased Electricity |
| 6 | An additional two EV charge points are already planned for instalment in 2025. In addition to a home charge point for the driver of Ventilation Surveys & Services' first electric van.<br><br>Further EV charge capacity will be continually reviewed to ensure capacity keeps pace with the fleet transition. Including for Belfast site where landlord reluctance may cause delays.<br><br>Ther are currently government grants available to businesses (see here and here) and landlords to help with the cost of installing EV charging infrastructure at workplaces.<br><br>*Target for creation not completion of strategy.* | *ongoing* | Mobile Combustion, Purchased Electricity |

| | | | |
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| 7 | Whilst fleet electrification is ongoing, consider lower cost actions which can contribute to mobile combustion emissions reduction such as:<br>- Regular vehicle maintenance e.g. checking tyre pressure<br>- Reviewing transportation routes to optimise for efficiency<br>- Provide driver-efficiency training courses for company vehicle users to increase fuel efficiency | 2025 & onward | Mobile Combustion |

Based upon the above completed and planned initiatives, it is projected that scope 1 & 2 carbon emissions will decrease to 258.23 $tCO_2e$ by 2030, keeping us on track to achieve our 2045 goal.

We also aim to implement the further initiatives below to reduce scope 3 emissions:

| Activity No. | Activity | Target Date | Category |
|---|---|---|---|
| 1 | Commit to measuring the remaining downstream Scope 3 categories, meaning that year's carbon emissions measurement will be a full picture of Ventilation Surveys and Services' carbon impact. This would be one year ahead of the NHS Supplier Roadmap's target for disclosure of whole footprint. | 2026 | Downstream Leased Assets<br>Product emissions<br>Franchises<br>Investments |
| 2 | Establish a formalised Green Team to lead initiatives as the company grows. This team should be made up of members from across the organisation to support the roll out of initiatives and management of data, this includes sharing and collaborating throughout the organisation.<br>A lead and assistant lead have been assigned to the Green Team creation to date. With plans to include the Fleet Coordinator and representative from each of the Operations, Finance and Field Management teams. | 2025 | All |

| | | | |
|---|---|---|---|
| 3 | Consider training and engagement for the Green Team (once established), leadership, and the wider employee base. This includes, but is not limited to, creating spaces for environmental positive conversations (internal comms, newsletters, slack, Teams etc) and certified Carbon Literacy Training. On average, certified learners reduce their carbon footprints by 5-15%, of which ~50% are work-related. | 2025 | All |
| 4 | Develop a Sustainable Procurement Policy. This policy should outline mechanisms to encourage suppliers to report emissions, adopt sustainable practices and improve their own carbon footprint through supplier engagement, KPIs, contracts and monitoring mechanisms. | 2025 | Purchased Goods & Services |
| 5 | Implement the above procurement policy through initial engagement with top suppliers by spend and/or potential impact. The scope of surveying will then be expanded annually to further integrate supply chain emissions data. This will support the reduction journey by gathering important data for future measurements & encouraging supply chain integration towards Net Zero. | 2026 & onward | Purchased Goods & Services |
| 6 | Ventilation Surveys & Services no longer occupies a 3rd party warehouse space following optimisation of own site space and capacity. This will result in zero Transportation and Distribution emissions in future reporting. | 2025 | Upstream Transportation & Distribution |
| 7 | Develop and implement a Sustainable Travel Policy to minimise the environmental impact of choices when travelling, staying in hotels and commuting.<br><br>Utilise the emissions travel hierarchy:<br>- Digital communication<br>- Walking and cycling<br>- Public and shared transport<br>- EV's and car sharing/clubs<br>- ICE vehicles and car sharing/clubs<br>- Air travel<br><br>Consider creative ways to engage and support the workforce to influence change. Examples include, but are not limited to: | Dev. 2025<br><br>Imp. 2026 | Business Travel, Commuting |

| | | | |
|---|---|---|---|
| | - setting an internal organisation carbon credit scheme (limit that to a number of $tCO_2e$ per year)<br>- extra holiday days for low emission travel choice<br>- bonuses linked with low emission travel<br>- subsidised travel<br>- equal mileage payments for diesel/petrol/EVs/cycling<br>- bike to work schemes<br>- car sharing opportunities | | |
| 8 | Liaise with key suppliers to see whether they can ship with the minimal amount of packaging needed to secure products purchased. | 2026 | Waste |

Based upon the above completed and planned initiatives, it is projected that (as a minimum) scope 3 emissions intensities will decrease from the baseline measurement of 8.3 tCO2e/FTE and 92.9 tCO2e/£m to 3.2 tCO2e/FTE and 35.3 tCO2e/£m respectively by 2030.

# Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard [1] and uses the appropriate Government emission conversion factors for greenhouse gas company reporting [2] .

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements, and the required subset of Scope 3 emissions have been reported in accordance with the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard [3].

This Carbon Reduction Plan has been reviewed and signed off by the Ventilation Surveys and Services Executive Team.

Signed on behalf of Ventilation Surveys and Services:

Name: George Friend
Position: Company CE0
Date: 01.07.2025

1 https://ghgprotocol.org/corporate-standard

2 https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting

3 https://ghgprotocol.org/standards/scope-3-standard